



South Mississippi Regional Center

1170 West Railroad Street, Long Beach, MS 39560 228 - 868 - 2923

South Mississippi Regional Center is a program of the Mississippi Department of Mental Health providing care and support for people with intellectual and other developmental disabilities. We are currently seeking individuals who are energetic and compassionate team players and motivators for direct support positions at all of our locations. Each position at South

Mississippi Regional Center is an important and impactful role that provides our individuals with the appropriate level of care to meet their social, emotional, physical, and personal needs.

SOUTH MISSISSIPPI REGIONAL CENTER IS SEEKING

3 Contract Support Coordinators

WORK LOCATION: ID/DD WAIVER SUPPORT COORDINATION – LONG BEACH

PAY: \$21 PER HOUR FOR BACHELOR'S DEGREE (IN REQUIRED FIELD) up to 28 Hours a week

\$22 PER HOUR FOR MASTER'S DEGREE (IN REQUIRED FIELD) up to 28 Hours a week

SCHEDULE/SHIFTS: Monday through Friday, 8:00 a.m. to 4:30 p.m., with variations as required

CONTRACT TERM: FOR A PERIOD OF ONE YEAR THROUGH JUNE 30, 2022

RESPONSIBILITIES: Serves as Support Coordinator for people enrolled in the Medicaid HCB ID/DD Waiver program. Manages and maintains caseload of people receiving ID/DD Waiver services. Develops/updates each person's Plan of Services and Supports at least annually or when changes in the person's circumstances occur or when requests are made by the person/legal representative. Coordinates and monitors identified supports and services through regular monthly contact, face to face quarterly reviews, and annual assessment and re-certification meetings. Ensures services are adequate, appropriate, and meet the person's health and welfare needs. Attention to detail, organizational and time-management skills, as well as the ability to articulate with written and verbal communication are required. Applies pertinent state and federal regulations as well as agency and program policy and procedures. Travel within the six southern counties is required.

EXPERIENCE/EDUCATIONAL REQUIREMENTS: Applicants must possess Bachelor's or Master's Degree in mental health, intellectual/developmental disabilities, or related field from an accredited 4-year college or university; and must have at **least one year of experience working** as a Support Coordinator or in related role **with people with IDD**. Must have a valid MS driver's license or license from contiguous state and have personal vehicle insurance. Must be eligible to drive State vehicle.

HOW TO APPLY: Completed applications can be hand delivered by appointment to the Human Resource Department, 1170 West Railroad Street, Long Beach, MS 39560 **until filled**. Documentation verifying education and licensure is required with application. All contracts will be for a period of one year through June 30, 2022. For more information, please call Tracey Brown at 228.867.1324.